

BROKEN ARROW PUBLIC GOLF AUTHORITY MEETING MINUTES
JUNE 22, 2004

The Broken Arrow Public Golf Authority met for their regular meeting at Battle Creek Golf Club on Tuesday, June 22, 2004, at 7:30 a.m.

1. Chairman Russell Peterson called the meeting to order at the noted time of 7:30 a.m.
2. Chairman Russell Peterson called for roll:

Present: Jack Edwards
 Jeffery Scott
 Mike Rampey
 Matt Brown
 Russell Peterson
 Melissa Mahan (arrived during Item 6)

Absent: John Herndon

Staff Present: Melanie Bolduc, City Clerk
 April Parnell, Assistant City Attorney
 Lynn Blevins, Director of Golf
 Scott Esmond, Director of Parks and Recreation
 Tom Cook, City Accountant

3. Swearing in of Jeff Scott and Mike Rampey; Administration of Oaths of Office.

Assistant City Attorney April Parnell administered the Oath of Office to both Jeff Scott and Mike Rampey.

4. Consideration and approval of the minutes of the regular meeting of April 27, 2004.

Motion by Edwards, second by Rampey, to approve the minutes of the regular meeting of April 27, 2004.

Aye: Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

5. Consideration and approval of the minutes of the regular meeting of May 25, 2004.

Motion by Rampey, second by Edwards, to approve the minutes of the regular meeting of May 25, 2004.

Aye: Brown, Rampey, Edwards, Peterson
Nay: None
Abstained: Scott
Motion: Carried

6. Discussion and consideration of items from area Homeowner's Associations.

Mr. Jim Killerlain inquired as to when the BAPGA facilities committee would be meeting to discuss the bond projects. He commented on a proposed Battle Creek communitywide social/fundraiser scheduled for August 28, 2004, and requested approval to utilize the golf course parking lot for the event. He commented that he had submitted a letter to several individuals indicating the interest in having a representative of the Homeowners Associations serve as a member of the Broken Arrow Golf Authority, and to have that taken into consideration for future purposes.

7. Update and discussion of Bond projects.

Chairman Peterson commented that the committee to discuss bond projects had not yet met. He explained that the selected members for that committee were: Russell Peterson, Matt Brown, and Jack Edwards. He announced that since that meeting Jeff Scott will be replacing Jack Edwards on that particular committee and they will keep the Homeowner's informed of their planned meeting for July. He explained that the funds may be available to work with sooner than some other bonds and that the committee need will need to communicate with City staff, including Legal Counsel, to interface regarding those projects and maintain compliance with the covenants.

Mr. Scott Esmond mentioned that the previous evening City Council had approved the proposed list of projects that were in the budget.

8. Consideration and possible approval of modification of Management Contract.

Motion by Brown, second by Edwards, to approve the modification of Management Contract.

Aye: Mahan, Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

9. Discussion of fee structure regarding high school use of facilities.

Mr. Lynn Blevins explained that he has discussed the issues with the schools and have worked out modifications to the high school's use of the facilities; which would include the reduction of the weekly amount of days to use the facilities for the existing rate, and in the future will come to the board for case by case tournament events.

10. Consideration and possible approval of the report from Golf Course Superintendent.

In response to member's inquiry, Mr. Blevins explained that the laying of the new sod on Hole 11 has been completed.

Motion by Edwards, second by Rampey, to approve the report of the report Golf Course Superintendent as submitted.

Aye: Mahan, Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

11. Consideration and possible approval of the report from Director of Golf.

In response to member's inquiry, Mr. Blevins explained that he expects an increase in rounds per month of approximately 8% from a year ago and with the anticipation of specials offers by Battle Creek it may be possible to be up 10%; whereas other golf courses in the surrounding areas are down approximately 20%. He commented that Battle Creek has been on the cutting edge with marketing and special offers which will entice players to the course.

There were brief comments made regarding the advantage and appeal of the GPS system that is available at Battle Creek versus other public courses in the area.

In response to member's inquiry, Mr. Blevins provided clarification of the \$35,000 debt service shown in the report and the actual dollar amount of \$10,700; and actual versus budget. He commented that by June 15, 2004 the figures were above those previously projected.

In response to inquiries, City Accountant Tom Cooke explained the differences between operating and capital budgets.

Motion by Rampey, second by Mahan to approve the report from Golf Course Superintendent as submitted.

Aye: Mahan, Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

12. Consideration and approval of Financial Statements for May 2004.

Motion by Brown, second by Scott, to approve the Financial Statements for May 2004 as submitted.

Aye: Mahan, Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

13. Consideration and approval of Claims List for May 2004.

Motion by Brown, second by Rampey, to approve the Claims List for May 2004 as submitted.

Aye: Mahan, Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

14. Other Business.

In response to member's inquiry, Mr. Esmond commented that there have been discussions concerning the potential of leasing the course and future meetings will be held to evaluate the options and legalities. He explained that the Trust documents must be thoroughly researched prior to further pursuit of a lease agreement.

Chairman Peterson commented that the REAP documents and planning clause will also need to be evaluated.

In response to member's inquiry, Mr. Esmond commented that there is further research necessary regarding the items previously discussed prior to being able to provide further information regarding the issue. He did not foresee much change in the management of the course, or quality of service, and that the potential lessee will also need to thoroughly review the prospect.

There were brief discussions regarding the potential of changes regarding rates and fees where they are currently restricted under the City.

In response to member's inquiry, Mr. Blevins explained that Golf Course Superintendent Nancy Trevathan has been unable to attend the recent meetings due to her busy schedule.

15. Members considered adjournment.

Motion by Brown, second by Edwards, to adjourn.

Aye: Mahan, Brown, Rampey, Scott, Edwards, Peterson
Nay: None
Motion: Carried

The meeting adjourned at the noted time of 8:01 a.m.

Chairman

Secretary